

2020 Talent Innovation Summit Meeting Agenda

June 22, 2020, 3:00p.m. – 4:00p.m. via Zoom

Join Zoom Meeting

<https://zoom.us/j/906250678?pwd=Rk03cW1ZRnNPM2hBNWU4MktBbjJUT09>

Meeting ID: 906 250 678

Password: 173161

Phone Number:

+1-929-205-6099

Access Code: 906250678#

Event Date and Location:

Wednesday, October 7, 2020, Florida State Conference Center and Virtual

Committee Members Present: Carrine Anaeto, Bethany Baratelli, Shelly Bell (Board Member), Charlotte Brown, Audrey Clarke, Denny Clark (Big Bend SHRM), Renisha Gibbs (Board Member), Hadassah Israel, Sheila Jones, Patricia McCray, Jim McShane, Jeanna Olson (Board Member), Vincent Palmer, Kara Palmer Smith, Dee Robinson, Scott Watson (Board Member), Lorraine Wells, Reenee Williams-Walter, Trish Yahn, L. Shuntel Fuller (Event Coordinator), Maria Roberts (guest)

Committee Members Absent: Dan McGrew and Matthew Salera

- **Welcome, Roll Call**
 - LSF welcomed everyone on the call
 - Kara completed roll call/reviewed those who were logged into the Zoom meeting
- **Review Notes and Action Items from Previous Meeting**
 - Sponsorship letters went out last week
 - A second Keynote speaker has been secured. Trish will provide more information on the second keynote as well as panelists in the Speaker & Keynote subcommittee report
 - Planning Committee voted on the 2020 TIS emcee: Dominick Ar'dis
 - Event Logistics subcommittee unable to determine the capacity for virtual attendees at this time because committee members are still researching virtual platform options
 - Event Logistics subcommittee reevaluated the food costs to meet the budget of \$25 per person but the early bird registration will remain priced at \$45 to ensure event costs are covered
 - Early Bird registration opened on June 17, 2020
- **Subcommittee Reports**
 - Event Logistics Subcommittee (LSF)

notes

- Emcee - The Planning Committee voted on the 2020 TIS Emcee and Dominick Ar'dis received the majority vote
- Registration - Four people have registered to attend TIS 2020 thus far: two internal staff members and two community members
- Virtual Platform – some team members have been attending virtual events to see if any would be a viable option for TIS. One of the platforms used was LinkedIn.
 - Bethany and Audrey are researching various hybrid/virtual platforms for TIS - Inxpo and Remo are some examples
 - Attendee capacities and chat capabilities are being taken into consideration as well as the possibility of having to be fully remote if needed.
- Previously met on June 8th, next meeting scheduled for July 13th
- Marketing & Communications Subcommittee (Carrine)
 - Early bird registration opened on June 17th and invitations were sent last week
 - Finalizing the social media and internal graphics to promote early registration on social media platforms
 - Once the graphic materials are finalized a toolkit will be issued to the community partners to assist with promotional efforts
- Speaker & Keynote Subcommittee (Trish)
 - Vincent Hunt, local speaker, has been selected to serve as the closing keynote speaker. He will speak on resiliency
 - Both keynotes are national speakers who live in the local community
 - Still looking for employers who hire people in barriers to serve on the panel
 - The next meeting will be scheduled via Doodle Poll
- Sponsors & Partnerships Subcommittee (Jim)
 - Two paid Silver sponsorships have been received
 - Duke Energy
 - Inspired Technologies
 - One commitment to a Silver sponsorship
 - Opportunity Florida
 - Committee members will follow up next week with folks on the list
 - Total sponsorships and commitments total \$3000 to date
- **Other Items**
 - Budget - The budget was shared with the committee previously, but adjustments will be made to it now that both keynotes have been secured. This will include a revised estimate from the Turnbull Conference Center
 - Table Topics - The Speaker & Keynote subcommittee has been asked to add a table topics discussion to their next committee meeting

notes

- Subcommittee Meeting Frequency – The Event Logistics and Speaker and Keynote Subcommittees will continue to meet. The Sponsorship & Partnership subcommittee no longer needs to meet, and the Marketing & Communications subcommittee will meet on an as needed basis
- Question – what are we doing for folks who sign up in person, capacity wise?
 - Response – attendees must indicate during the registration process if they prefer to attend in person or virtually. The in-person part is capped based on the maximum capacity provided by the conference center. Once the capacity is reached no one else can register for the in-person event
- **Action Items**
 - Keynote & Speaker subcommittee will work towards securing panelists for the panel discussion
 - Planning committee members are asked to send any recommendations to Trish for consideration
 - Kara will update the budget
 - LSF will get the updated estimate from the Turnbull Conference Center
 - Sponsorship & Partnership subcommittee members will continue to secure sponsors for the event
 - Event Logistics subcommittee will continue to research virtual platforms
 - Marketing & Communications subcommittee will share toolkit once graphics for social media are finalized
- **Adjourn 3:24 PM**
 - The next planning committee meeting is scheduled for Monday, July 27th at 3:00 PM via Zoom
 - Calendar invitations have been sent to all committee members for the July, August and September meetings